## SPONSORED RESIDENTIAL SERVICES POLICY & RECORD REVIEW FORM - ADDENDUM DMHMRSAS—Office of Licensing

PROVIDER:	LICENSE #:			
SERVICE:		SPECIALIST:		
DATE:	☐Scheduled Review	☐Unannounced Review		

Regulation	n/Section	Standard					Score	Comi	nents	
§1170.A	Written agreement	Providers shall maintain	a written a	agreeme	nt with resid	dential				
		home sponsors which shall be available to licensing								
		specialist								
	§1170.B	Include provision for gran	provision for granting the right of entry to licensing							
		specialists & human rights advocates								
§1180.B	Physical	Provider certifies homes meet criteria for physical								
	Environment	environment as designated in regulations								
§1180.D		The provider shall obtain references, criminal background								
		checks and Central Registry checks								
§1190.A	Policies	Provider shall develop & implement policies to provide								
		orientation to sponsored home staff								
§1190.B		Develop & implement a training plan for sponsored home								
		staff								
§1190.D		Policy on managing and monitoring & supervising								
04400 =		sponsored residential homes								
§1190.F		Provider will conduct at least semi-annual unannounced on-								
\$4400.0		site reviews								
§1190.G	Posidontial Harra	Policy on termination of a sponsored residential home						1		
§1210.1	Residential Home Records	Providers will maintain records on each home to include								
§1210.2	VGCOLO2	reference checks								
91210.2			s will maintain records on each home to include							
§1210.3			minal history & central registry background checks							
91210.5		Providers will maintain records on each home to include records of orientation & training of sponsored home staff								
§1210.4				•	ed Horne 30	ш				
§1210.5		Log of provider visits to each home  Sponsored homes will maintain daily log of significant								
31210.0		events	annann ua	illy log of	Signinoant					
COMMEN	COMMENTS:				Nom	o/Doo	ard Niuma	hor		
COMMEN				Name/Record Number						
§1180.C.1	Provider documents e	ach staff members								
3.100.011		ability to meet individuals needs, to include								
	communication needs									
§1180.C.2										
•		ividuals needs to include								
		care, treatment, training or								
	habilitation									
§1180.C.3	Provider documents each staff members									
	ability to meet individuals needs to include									
		ability of household members to accept								
	individuals with disabilities, especially children									
§1180.C.4	Provider documents e									
		expenses for ninety-days,								
	independent of payme	ents received for								
	residents									